

**Directions:** Please complete shaded areas below.

**Department Name:** Elections  
**Project Name:** EDMS  
**Project Amount:** \$575,000  
**Preparer Name & Contact Information:** Maria Saboya 305-499-8568

## Section B (Complete Only If Asking for Revenue from GF Capital or IT Administrative Fee)

### Improves Customer Service

Describe how the other customer departments will be better served by implementing this initiative.  
*Safeguard Voter registration records*

### Impacts Citizens

Describe how this initiative will simplify or enhance doing business with the County. Also state how this will enhance public perception  
*Improve customer service as the electronic record archival process will allow staff to immediately access the record in question in lieu of having to search through paper forms.*

### Improves Business Processes

State how this project will lower costs, speed up key business processes, and/or improve decision making ability. Also indicate if the initiative will improve employee morale, communication, and/or education.  
*Speed up verification of signatures on voter forms; will improve record archival process; will improve communications between our customers (voters) and staff as they respond to the issues that arise day to day.*

### Strategic Alignment to the County's Goals

Describe how this IT Investment lines up with the realization of the County's goals and objectives.  
*Provide better service through technological improvements*

### Departmental Participation

State if this project crosses departmental boundaries. Indicate how many other departments will participate in the initiative. Please specify which departments and funding commitments if any.  
*NO*

### Risks

Indicate any risks involved to include procurement delays, personnel delays, and environmental delays to include change of technology, vendors, etc.  
*Must meet State (HAVA) mandate by January 2006.*

### Use of an Enterprise Infrastructure

Will this solution utilize an enterprise infrastructure already in place (yes or no)? Please explain. Yes – Countywide EDMS infrastructure.

## Section C

### Financial Information

ETSD Dependencies (See Budget Manual)	FY05-06	FY06-07
Infrastructure		
Application Programmer		
Database	\$10,000	\$20,000
Telecommunication		
Radio		
Etc.		

Department Specific Costs	FY05-06	FY06-07
Personnel	\$122,000	\$125,000
Hardware	\$ 40,000	\$ 20,000
Software	\$ 50,000	\$ 25,000
Maintenance Fees	\$ 25,000	\$ 25,000
Consultant Fees	\$260,000	\$ -0-
Etc.		